



Safe Delivery, Storage and Return of your items

The delivery label below needs to be completed accurately in order to ensure the arrival and correct allocation of your goods.

Please Note: Goods will not be accepted more than 4 days before your event.

If you intend to dispatch your goods via a courier from the The Star Gold Coast Events Centre after the event, it is important for you to:

- Bring a consignment note with you
(note that TNT/STAR TRACK customers need a consignment note for every 8 items)
- Make sure the consignment note is completed correctly
- Ensure that every package has a label with your return address and the number of items on it (eg. Package 3 of 5)
- Remove all obsolete labels from packages
- Keep your copy of the consignment note for your future reference and the tracking of goods through your courier company
- **Ensure goods are collected within two (2) working days from the conclusion of the event.**

Please note that all goods/property brought into The Star Gold Coast – Events Centre by an exhibitor is done so at the sole risk of the exhibitor. The Star Gold Coast is not responsible for damage or theft from the event.

DELIVER TO:

The Star Gold Coast - Events Centre

ATT: Event Services Supervisor

The Star Gold Coast (formally known as Jupiters Gold Coast)

Broadbeach Island,

Queensland 4218



**THE STAR
GOLD COAST**

EVENT NAME:

ACA Qld 2020 National Conference

**EXHIBITOR BOOTH
NAME:**

BOOTH #:

**EXHIBITOR CONTACT
NAME:**

MOBILE #:

**THE STAR GOLD COAST
CONTACT
NAME:**

Alexandra Pearce (Event Services Assistant)

(07) 5592 8532

C/- Lisa Sealey (Event Planner)

MOBILE #:

(07) 5592 8535

**SACHEL PACKING
MATERIAL:**
(Tick Yes or No)

YES

NO

**FOR THE CONFERENCE
SECRETARIAT (OFFICE)?**
(Tick Yes or No)

YES

NO

**SPECIAL
INSTRUCTIONS:**

SENDER DETAILS:

NAME:

ADDRESS:

PHONE #:

CONFERENCE DATES:

Friday 19 June - Sunday 21 June 2020

ITEM ____ OF ____

TO:

Company:

***Contact no.:**

Address:

Total # of Boxes:

This Box #:

Transport Co. Collecting:

Date of Collection:

Details with * are compulsory